

Connecticut General Assembly
JOB OPPORTUNITY
Analyst
The Asian Pacific American Affairs Commission

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: State Capitol, Hartford, CT
Hours: Full-Time
Salary: To be determined
Closing Date: July 26, 2013

The State Asian Pacific American Affairs Commission has an opening for a Legislative Analyst.

General Knowledge:

Responsibilities include researching, reviewing and analyzing legislation including the state budget; researching community organizations serving the Asian Pacific American community in Connecticut; conducting surveys; preparing reports; monitoring legislative meetings and hearings; and other administrative duties.

Preferred Skills and Ability:

Requires excellent oral and written communication and interpersonal skills. Cultural competency with respect to Asian Pacific communities required. Fluency or competence in one or more Asian language preferred. Bachelor's degree required. Public policy background and state government knowledge a plus. Must be able to work well under pressure and interact effectively with elected officials, staff and public.

Excellent State of Connecticut fringe benefits package available. Salary commensurate with experience.

Application Instructions:

Please send resume, cover letter, and salary history to be received no later than July 26, 2013 to:

Mui Mui Hin-McCormick
Asian Pacific American Affairs Commission
18-20 Trinity Street
Hartford, CT 06106

or email to

Mui.Mui.Hin-McCormick@cga.ct.gov.

We are an equal opportunity employer.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.